

Policy

CREATING A POSITION

The Mount Laurel Township School District Board of Education recognizes its authority to create and fill teaching staff member positions to implement a through and efficient system of free public schools.

The board shall create new positions as they are required, approve job titles, and specify the number of positions required to staff adequately each employment category. Job descriptions shall be prepared by the chief school administrator according to the requirements of board policy 2313 Chief School Administrator. The board shall review and approve job descriptions for newly created positions and ensure that certification requirements, education, and background experience are established.

The chief school administrator shall recommend to the board new positions or additions to existing employment categories that may be required by the specific instructional needs of pupils of the district and each school within the district.

Positions shall conform to certification regulations of the State Board of Education. When district organization requires the creation of a nonconforming, unrecognized position, the approval of the Executive County Superintendent shall be sought before the position is filled.

Adopted: November 28, 1989 (formerly 4000/4111)
Adopted: April 30, 1997
Revised: May 24, 2005
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Readopted: January 28, 2014

Key Words

New Position, Creating a Position

Legal References:	<u>N.J.S.A.</u> 10:5-1 <u>et seq.</u>	Law Against Discrimination
	<u>N.J.S.A.</u> 18A:3-15.2	Fraudulently issued, obtained, forged or altered degree or certification; use in connection with business or occupation
	<u>N.J.S.A.</u> 18A:6-5	Inquiry as to religion and religious tests prohibited
	<u>N.J.S.A.</u> 18A:6-6	No sex discrimination
	<u>N.J.S.A.</u> 18A:6-7.1, -7.5	Criminal history record; employee in regular contact with pupils; grounds for disqualification from employment; exception
	<u>N.J.S.A.</u> 18A:6-76.1	Deadline for notification to pupils of requirements of provisional certificate and induction program
	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:13-40	General powers and duties of board of newly created regional districts
	<u>N.J.S.A.</u> 18A:16-1	Officers and employees in general
	<u>N.J.S.A.</u> 18A:26-1, -1.1, -2	Citizenship of teachers, etc.
	<u>N.J.S.A.</u> 18A:27-1 <u>et seq.</u>	Employment and Contracts
	<u>See particularly:</u>	
	<u>N.J.S.A.</u> 18A:27-4.1	
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
	<u>N.J.S.A.</u> 26:8A-1 <u>et seq.</u>	<u>Domestic Partnership Act</u>
	<u>N.J.S.A.</u> 52:14-7	Residency Requirements

CREATING A POSITION (continued)

<u>N.J.A.C. 6A:7-1.1 et seq.</u>	Managing for Equality and Equity in Education
<u>See particularly:</u>	
<u>N.J.A.C. 6A:7-1.4,-1.8</u>	
<u>N.J.A.C. 6A:9-6.1 et seq.</u>	Types of Certificates
<u>N.J.A.C. 6A:9-8.1 et seq.</u>	Requirements for Instructional Certification
<u>N.J.A.C. 6A:9-11.1 et seq.</u>	Exceptions for the Requirements for the Instructional Certificate
<u>N.J.A.C. 6A:9-12.1 et seq.</u>	Requirements for Administrative Certification
<u>N.J.A.C. 6A:30-1.1 et seq.</u>	Evaluation of the Performance of School Districts
<u>N.J.A.C. 6A:32-4.1</u>	Employment of teaching staff
<u>N.J.A.C. 6A:32-4.8</u>	Support residencies for regularly certified, inexperienced first-year principals
<u>N.J.A.C. 6A:32-5.1</u>	Standards for determining seniority

Possible

<u>Cross References:</u>	2130	Administrative staff
	*2131	Chief school administrator
	4000	Concepts and roles in personnel
	*4111	Recruitment, hiring and selection
	*4111.1/4211.1	Nondiscrimination/affirmative action
	*4112.2	Certification
	*4112.4/4212.4	Employee health
	4112.5/4212.5	Criminal history check
	*4112.6/4212.6	Personnel records
	*4112.8/4212.8	Nepotism
	*4121	Substitute teachers
	*4222	Noninstructional aides
	*5120	Assessment of individual needs
	*6010	Goals and objectives

*Indicates policy is included in the Critical Policy Reference Manual.